



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: City Manager's Office

DATE: November 7, 2024

RE: Resolution 2024-43, amending Resolution 2024-33, which established rates, fees and charges pursuant to the Code of Ordinances for specified chapters and sections therein.

SUMMARY:

On October 1, 2024, City Council adopted Resolution 2024-33 providing for fees to be collected by the City for miscellaneous activities during Fiscal Year 2025.

Effective October 1, 2024, the City of Palm Bay Foreclosure Registration Program is managed and maintained by Hera Property Registry, LLC, which collects \$100 per property from the City for foreclosure registration services. The City has maintained a \$100 fee for this service for several fiscal years, to include the most recently adopted Resolution 2024-33. However, the City's Code Compliance Division maintains costs for such services as well, which will not be recouped if the foreclosure registration fee is not increased. The City proposes amending the total foreclosure registration fee to \$300 for Fiscal Year 2025.

In addition, the City is proposing to add a new fee for Impact Fee Payment Agreements. The City has seen an increase in requests for such agreements, as authorized in Title X 'Impact Fees' Chapter 106. There are costs associated with processing these requests, specifically City staff time to draft and process the agreement. The City is requesting to add an application fee of \$750.00 for Impact Fee Payment Agreements. Impact Fee Payment Agreements authorize the applicant to postpone payment of an impact fee to issuance of a Certificate of Occupancy (CO) rather than at the issuance of a building permit. The City Manager is authorized to execute Impact Fee Payment Agreements administratively.

REQUESTING DEPARTMENTS:

City Manager's Office; Growth Management Department

FISCAL IMPACT:

There is no fiscal impact at this time. However, the proposed Resolution will allow the City to recover funds for City time spent related to action items for both foreclosure registrations and impact fee payment agreements.

For reference, the City collected approximately 60 foreclosure registrations in Fiscal Year (FY) 2024, and nearly 40 in the previous FY. Staff anticipates the same number of registrations, or more, during the FY 2025, which could result in an increase in revenues from \$600 to \$1,800. Excluding fees paid to Hera Property Registry, LLC, the City would net \$1200 in revenue; otherwise, the City would not recover any revenue for services provided under the Foreclosure Registration program.

STAFF RECOMMENDATION:

Motion to approve the Resolution amending the Miscellaneous Fees Schedule for Fiscal Year 2025.

ATTACHMENTS:

1. City of Palm Bay, FL – Request to Utilize Award Solicitation (Hera Property Registry, LLC)
2. Hera Property Registry, LLC Services Contract with City of Jacksonville, FL (piggy-back)
3. Resolution